

***Indiana School Safety Specialist Academy Registration Form***

**Basic Training – New Specialists Only**

**Online Training to be completed by May 31, 2021**

**Live Webinars:**

**February 12, 2021**

**February 19, 2021**

**February 26, 2021**

**TO: Ryan Stewart, School Safety Specialist  
Indiana School Safety Specialist Academy**

**FROM:** \_\_\_\_\_  
(Please print or type name as you wish for it to appear in our database)

**Title:** \_\_\_\_\_

**School Corporation:** \_\_\_\_\_

**School Building Name:** \_\_\_\_\_

**School Street Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_

**County:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_  
(please print clearly to insure accuracy)

**Training sessions will be held virtually. Completion of the online training component along with attendance at the three live webinars is required to obtain certification.**

**Please scan and email this form to Ryan Stewart at [rstewart@doe.in.gov](mailto:rstewart@doe.in.gov) no later than October 16, 2020.**

**If you have any questions regarding registration contact Ryan at 317-234-1362 or [rstewart@doe.in.gov](mailto:rstewart@doe.in.gov).**

## Indiana School Safety Specialist Academy Basic Training Commitment Form

*Please return this form by mail to Ryan Stewart, School Safety Specialist or  
by email to: [rstewart@doe.in.gov](mailto:rstewart@doe.in.gov).*

### **BASIC TRAINING REQUIREMENTS**

The following requirements must be met to fulfill BASIC TRAINING and become fully certified as a **SCHOOL SAFETY SPECIALIST**:

- On-Line Training to be completed by Spring Training Date
- 3 Days of live virtual training- held in the Spring of 2021
- You must participate each subsequent year in 2 days of school safety training (Advanced Training) to remain certified as a School Safety Specialist. The *Indiana School Safety Specialist Academy* holds 2-day trainings both in the fall in spring, along with various regional trainings in order to accommodate busy schedules.

**ROLE OF A SCHOOL SAFETY SPECIALIST:** Once a school safety specialist has completed Basic Training, it is expected that **all** school safety specialists who have been trained by the Academy are in charge of, or participate in, the following legally required responsibilities/activities on an annual and regular basis:

- Coordinate the review, editing, and updating of safety plans for your building and/or school district each school year.
- Act as a resource for other individuals in the school corporation on issues related to school discipline, safety, security, and bullying prevention.
- The school corporation's school safety specialist(s) shall provide materials to assist a **safe school committee** in developing a plan for the school that addresses the following issues:
  - (1) Unsafe conditions, crime prevention, school violence, bullying, and other issues that prevent the maintenance of a safe school. (2) Professional development needs for faculty and staff to implement methods that decrease problems identified under subdivision (1).
  - (3) Methods to encourage:
    - (A) involvement by the community and students;
    - (B) development of relationships between students and school faculty and staff. (IC 5-2-10.1-12)
- Participate each year in 2 days of Advanced Level training.  
(See IC 5-2-10.1-9, or <http://www.doe.in.gov/sites/default/files/safety/laws-reference-july-2016.pdf> for additional information)

Therefore, new enrollees are expected to make a long-term commitment as a school safety specialist. The certified school safety specialist is expected to return to their school corporation and provide training to other staff members of the school corporation.

**ATTENDANCE:** I agree and understand that the training sessions on **February 12, February 19, and February 26 2021** are **mandatory** attendance requirements and that excused absences would be at the discretion of the Department of Education, and allowable only for family and/or personal emergencies. **Excused absences will not be granted for any other purposes including extracurricular coaching/supervisory duties, or meetings.**

*I have read and agree to the above responsibilities:*

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*Print Name/ Participant's Signature*

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*Date*

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*Participants email address*

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*Print Name/Superintendent's Signature*

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*Date*